



## AMENDED CHARTER

BOARD OF SCIENTIFIC COUNSELORS  
NATIONAL INSTITUTE OF ARTHRITIS AND MUSCULOSKELETAL AND SKIN DISEASESPURPOSE

The National Institute of Arthritis and Musculoskeletal and Skin Diseases (NIAMS, also referred to as "Institute"), National Institutes of Health (NIH), was established to conduct and support research and training relating to arthritis and musculoskeletal and skin diseases.

The Board of Scientific Counselors, NIAMS (Board), was established to review and evaluate the intramural program and the work of the individual scientists of NIAMS. The Director, NIH, is mandated under Section 492(b) of the Public Health Service (PHS) Act, as amended, to establish procedures for periodic technical and scientific peer review of research at NIH. These procedures should consider the work--past, present, and future--conducted by either an entire laboratory or section of a laboratory and may encompass the research projects of several investigators.

AUTHORITY

42 U.S.C. 282(b)(6), Section 402 (b)(6) of the PHS Act, as amended. The Board is governed by the provisions of the Federal Advisory Committee Act, as amended (5 U.S.C. Appendix 2), which sets forth standards for the formation and use of advisory committees.

FUNCTION

The Board shall advise the Director, NIH; the Deputy Director for Intramural Research, NIH, the Director, NIAMS; and the Scientific Director, NIAMS, on the intramural research program through periodic visits to the laboratories for assessment of the research in progress, the proposed research, and evaluation of the productivity and performance of staff scientists.

The Board shall be provided with a written description of the overall research to be reviewed. This written description shall present the overall past accomplishments of the laboratory and its investigators since the last review was conducted. The written description shall also present the general aims, objectives, and projected directions of the research to be conducted; appropriate background information on possible future research projects; a brief summary of the general research plan; and an indication of the importance of the research project.

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The Board, after conducting the review, shall submit a written description of the research, the results of the review, and the recommendations of the Board to the Scientific Director, NIAMS, who will transmit it to the Director, NIAMS, the Deputy Director for **Intramural** Research, NIH, and the Director, NIH. The Scientific Director, NIAMS, shall report at least annually the results of the review to the National Arthritis and Musculoskeletal and Skin Diseases Advisory Council.

As necessary, the Board may seek advice from special consultants; assemble ad hoc working groups; and convene conferences, workshops, or other activities. The consultants shall not be members of the Board and shall not participate in any votes or other actions of the Board.

### STRUCTURE

The Board shall consist of 10 members, including the Chair, appointed by the Director, NIH, from authorities knowledgeable in the fields of basic and clinical medical sciences related to the fields of arthritis and musculoskeletal and skin diseases. Members shall be invited to serve for overlapping terms of up to five years. The term for a member who is to serve as Chair may include a fifth year. The quorum for the conduct of business by the full Board shall consist of a majority of the currently appointed members. A quorum for each subcommittee shall be three members.

As necessary, standing and ad hoc subcommittees of the Board, composed of members of the parent committee, may be established to perform specific functions within the Board's jurisdiction. The Department Committee Management Officer shall be notified upon establishment of each standing subcommittee and shall be given information about its name, membership, function, and estimated frequency of meetings.

A member of one subcommittee may serve as a voting member of other subcommittees when that member's expertise is required. However, that member shall not be counted in determining the presence of a quorum. Upon approval by the Chair, the advice of a subcommittee shall be considered the advice of the Board.

Management and support services shall be provided by the **Office** of the Scientific Director, NIAMS.

### MEETINGS

Meetings shall be held approximately twice a year at the call of the Chair, with the advance approval of a Government official who also approves the agenda. A Government official shall be present at all meetings.

Meetings shall be open to the public unless determined otherwise by the Secretary of Health and Human Services. Notice of all meetings shall be given to the public.

Meetings shall be conducted and records of the proceedings kept, as required by applicable laws and Department policies.

### COMPENSATION

Members shall be paid at the rate of \$200 a day, plus per diem and travel expenses, as authorized by Section 5703, Title 5 U.S.C., as amended, for persons in Government service employed intermittently. Members who are **officers** or employees of the United States shall not receive compensation for service on the Board.

### ANNUAL COST ESTIMATE

The estimated annual cost for operating the Board, including compensation and travel expenses for members but excluding staff support, is \$15,528. The estimate of annual person-years of staff support required is 0.2, at an estimated annual cost of \$25,549.

### REPORTS

In the event a portion of a meeting is closed to the public, a report shall be prepared that shall contain, as a minimum, a list of members and their business addresses, the Board's functions, the dates and places of meetings, and a summary of the Board's activities and recommendations made during the year. A copy of the report shall be provided to the Department Committee Management Officer.

### TERMINATION DATE

Continuing.

### APPROVED

OCT 28 1999

Date



Director, NIH